

MOUNT VERNON GOVERNMENTAL CENTER
REGULATIONS GOVERNING
USE OF COMMUNITY ROOM(S)

1. Members of the Board of Supervisors and County Staff have priority for scheduling of all meeting rooms for official County business. This may require a change in the previously scheduled meeting time and date for groups not engaged in official County business.
2. A limit of one meeting per month will be imposed on all groups and organizations.
3. In publicizing a meeting to be held in a County facility, the sponsoring group, time and location must be clearly identified.
4. No alcoholic beverages may be served.
5. No food is permitted.
6. All groups utilizing County facilities will observe Fairfax County smoking ordinances.
7. Groups shall comply with all federal, state and County laws, statutes, ordinances, regulations and licensing requirements.
8. Groups and organizations utilizing County Facilities are responsible for maintaining order.
9. Groups shall not be disruptive to persons working at the Mount Vernon Governmental Center and/or persons participating in other activities at the Center.
10. Meeting room furniture may be rearranged as necessary, but groups and organizations using the facilities must return the furniture to its initial configuration prior to leaving. They are also responsible for cleaning up meeting rooms prior to leaving.
11. No selling or soliciting may be conducted.
12. No admission may be charged.
13. Private property brought into meeting rooms is the **sole responsibility of the owner of the private property**. The County assumes no responsibility for use of or damage to private property while used on the premises or for personal injury that may occur on County property. Groups and organizations will be held responsible for any damage to County property and must report such damage to Mount Vernon District Supervisor's office.

14. The organization using the community room agrees to provide the name, telephone number, and address of a person attending the meeting who will be responsible for calmly and safely evacuating and securing the room(s) in the event of an emergency.
15. Any violation of the above rules may be grounds for immediate expulsion and/or denial of future use of the facility. Your signature on the application is an acknowledgment of compliance with all regulations as stated.